

**ROLLING MEADOWS LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
7:00 P.M. - TUESDAY – JANUARY 10, 2023
BOARD ROOM**

I. Call To Order & Introductions

Library Board President Ms. Threadgill called to order the regularly scheduled meeting of the Rolling Meadows Library Board of Trustees at 7:05 P.M. in the Library Board Room.

Present Board Members: Erturk, Priest, Kremer, Rubinkowski, Semple, Threadgill, Vange and Webb.

Absent: Arroyo, Jon Bisesi Library/City Council Liaison

Also present: Lucia Khipple, Youth Services Director; Kevin Medows, Executive Director; Sharon Montague, Special Services Director; Kristin Troy, Administrative Services Coordinator; and Sarah Fisher, visitor.

II. Approval of Minutes

A. Ms. Semple moved and Ms. Vange seconded that:

**THE SECRETARY’S OPEN MINUTES DATED 12/06/22 LIBRARY
BOARD MEETING BE APPROVED.**

Following the opportunity for discussion, the question was called. The motion was unanimously approved by voice vote.

III. Meeting Open To The Public For Twenty Minutes

The meeting was open to the public for a period not to exceed twenty minutes. Visitor Sarah Fisher addressed the Library Board regarding her concerns about an incident involving her cell phone and another patron.

IV. Educational Report

No report

V. Board President Report – Jean Threadgill, reported that Eunice Semple will be retiring from the Board at the end of February. The Committee Membership list has been updated and distributed.

VI. Executive Director’s Report – Kevin Medows, reported the Historical Society Program that we partnered with Esther Perica was a successful well attended program. Ms. Perica described how her book came to be sponsored by the library and how she conducted her research. Due to extreme weather the library closed early on Dec 22 at 1:00 PM, and was closed Dec 23, 2022. The payroll system is being updated.

VII. Friends Report – Sharon Montague, Special Services Director

Ms. Montague reported that the Friends December meeting was a social, and the next meeting is January 17 at 6:30 P.M. The next book sale will March 10 -12, 2023, with the preview Friday morning.

VIII. New Business:

A. Peg Webb reported that the Finance Committee met at 6:30 P.M. and reviewed financial documents. The Finance Committee welcomed a new member, Phil Priest.

B. Ms. Webb moved and Ms. Rubinkowski seconded that:

ACCOUNTS PAYABLE DATED DECEMBER 2022 IN THE AMOUNT OF \$410,318.44 AS PRESENTED IN ATTACHMENT A – 01/10/2023 BE APPROVED FOR PAYMENT.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a roll call vote.

C. Ms. Webb moved and Mr. Priest seconded that:

THE LIBRARY BOARD APPROVE THE LIBRARY’S REVISED ANNUAL PER CAPITA GRANT APPLICATION AS PRESENTED IN ATTACHMENT B – 01/10/2023.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote.

D. Jean Threadgill, Planning Committee Chair
Did not meet, no report at this time.

E. Eunice Semple, Personnel Committee Chair, reported they met, and are updating the employee Handbook, the next meeting is scheduled for January 18, 2023.

F. Bylaws Committee Report – Marsha Kremer, Chair recommend the Board approve the Library’s revised Board and Community Room Policy. The scheduled January 6 meeting was canceled since there was no quorum present, but Marsha met with staff to discuss the staff’s suggested policy revisions.

G. Ms. Kremer moved that:

THE LIBRARY BOARD APPROVE THE REVISED BOARD ROOM AND COMMUNITY ROOM MEETING RESERVATIONS SECTION OF THE POLICY MANUAL AS PRESENTED IN ATTACHMENT C – 01/10/2023.

Following the opportunity for discussion, the question was called. The motion carried unanimously on a voice vote.

- H. Heritage Committee Report – Adrienne Rubinkowski, Chair
Did not meet, no report at this time.
- I. Development Committee Report – Marsha Kremer, Chair reported they are
scheduled to meet on January 24, 2023 at 10:00 A.M.
- J. Other New Business
There was no other new business.

IX. CLOSED SESSION

Ms. Webb moved and Ms. Vange seconded that:

**THE BOARD ENTER CLOSED SESSION UNDER 5 ILCS 120/2(C)(21)
TO DISCUSS THE APPOINTMENT, EMPLOYMENT,
COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF
SPECIFIC EMPLOYEES COMPENSATION.**

Following the opportunity for discussion, the question was called. The motion
carried unanimously on a voice vote. The Board entered Closed Session at 7:56
P.M.

The Board returned to Open Session at 8:20 P.M.

X. Adjournment:

Ms. Vange made a motion to adjourn the meeting and Ms. Rubinkowski seconded.
Following the opportunity for discussion, the question was called. The motion was
unanimously approved on a voice vote.

The meeting was adjourned at 8:20 P.M.

Approved _____ Date _____

Marsha Kremer, Secretary
Rolling Meadows Library Board